NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING SUMMARY

November 6, 2015
9:00 AM - 1:00 PM
Jim West Regional Transit Center
Board Room

Below is a summary of the actions taken by the North Central Regional Transit District's Board of Directors on the above date. This is not an official transcript of the meeting.

CALL TO ORDER:

A regularly scheduled meeting of the North Central Regional Transit District's Board of Directors was called to order.

ROLL CALL:

Ms. Trujillo called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Town of Edgewood	Councilor Chuck Ring	
City of Espanola	Councilor Dennis Tim Salazar	
Los Alamos County	Councilor Pete Sheehey	
Nambe Pueblo	Absent	
Ohkay Owingeh	Christy Van Buren	
Pojoaque Pueblo		Cameron Martinez (Telephonically)
Rio Arriba County	Commissioner Alex Naranjo	
Santa Clara Pueblo		Mary Lou Valerio
City of Santa Fe		Jon Bulthuis

Santa Fe County	Commissioner Miguel Chavez	
San Ildefonso Pueblo	Lillian Garcia (Telephonically)	
Taos County	Commissioner Jim Fambro	
Town of Taos	Mayor Dan Barrone	
Tesuque Pueblo	Absent	

Staff Members Present

Mr. Anthony J. Mortillaro, Executive Director
Ms. Jackie Trujillo, Executive Assistant
Mr. Troy Bingham, Finance Director
Mr. Michael Kelly, Transit and Facilities Operations Director
Ms. Stacey McGuire, Projects and Grants Manager
Mr. Jim Nagle, Public Information Officer
Ms. Daria Veprek, Human Resource Director
Ms. Shannon Sandoval, Finance Specialist

Others Present

Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer

APPROVAL OF AGENDA:

Commissioner Chavez made a motion to approve the agenda as presented. Commissioner Naranjo seconded the motion and it passed by a roll call vote (11-0).

APPROVAL OF MINUTES – October 9, 2015

Councilor Salazar made a motion to approve the minutes from October 9, 2015 as presented. Councilor Ring seconded the motion. Minutes approved unanimously, no roll call.

PUBLIC COMMENTS:

There were none.

PRESENTATION ITEMS:

A. Recognition of Mr. Tim Vigil's Service to the North Central Regional Transit

Mr. Vigil was not present to accept recognition for service with the North Central Regional Transit.

B. Presentation of Employee Anniversary Awards

Mr. Mortillaro and Chairman Barrone presented DeAnn Vigil with a 5 year service reward.

ACTION ITEMS FOR APPROVAL/ DISCUSSION:

C. <u>Discussion and Consideration of Resolution No. 2015-31 Adopting the Long Range Transit Service Plan</u>

Over the last eleven months the consulting team from Felsburg, Holt and Ullevig (FHU) has meet with the Board on four separate occasions to present the various elements of the Long Range Strategic Plan. At the August, 2015 Board meeting the final draft of the document was presented to the Board for comment. Since that meeting, the Long Range Strategic Plan has been placed on the District's web site for public review and input. The New Mexico Department of Transportation Rail and Transit Division has reviewed the document and have also provided their input which is reflected in this final draft. Resolution No.2015-31 would adopt the Long Range Strategic Plan.

City of Santa Fe Jon Bulthuis made a motion to adopt the Long Range Transit. Mayor Dan Barrone seconded the motion and it passed by a roll call vote (11-0).

D. <u>Discussion and Possible Action on a Memorandum of Agreement (MOA) between the village of Taos Ski Valley (Village) and the North Central Regional Transit District (District)</u>

MOA between Taos Ski Valley Village and District provides the terms and conditions related to the provision of seasonal public transit services to the Village of Taos Ski Valley. In the event that the Agreement is approved the commencement date for the provision of public transit services is December 20, 2015. The seasonal service will conclude on March 30, 2016.

Commissioner Miguel Chavez made a motion to postpone voting the December 4, 2015, meeting so that the Taos Ski Valley Village and District can finalize costs and contributions. Commissioner Alex Naranjo seconded the motion.

E. <u>Resolution No. 2015-32 Adopting NCRTD EEO Plan</u>

Federal Regulations require the adoption of an approved EEO program as a condition of receipt of federal funds. The newly created EEO Program reaffirms NCRTD's position in ensuring that all employees and applicants for employment enjoy equality of opportunity regardless of race, sex, national origin, color, religion, disability.

The EEO Program reflects NCRTD's commitment with diversity by attracting, developing and retaining a top-quality workforce that can deliver superior results.

Commissioner Miguel Chavez made a motion to adopt NCRTD EEO Plan. Commissioner Alex Naranjo seconded the motion and it passed by a roll call vote (11-0).

F. <u>Discussion of the Demand Response ADA / Paratransit Performance Measures for use for paratransit management and for reporting to the Board</u>

The proposed Demand Response ADA / Paratransit Performance Measures are for discussion by the Board for future use by staff as a management tool for paratransit operations and for reporting to the Board.

No vote was made.

G. Quarterly Investment Report

As of September 30, 2015, the total investment in CDs inclusive of interest revenue was $4,086,166.
Total earnings from interest totals $4,829 for FY2016 thru September 30, 2015.
The average rate of return is .27% for the Investment Portfolio.

	Amount Invested YTD	Earnings	% of portfolio
Operating Acct.	$ 2,001,425	199.21	26%
LGIP	$ 1,676,370	589.60	22%
6-8 month CD	$ 251,701	285.26	3%
12 month CD	$ 3,834,465	3,754.48	49%
Total	**$ 7,763,960.66**	**4,828.55**	

No vote was made.

H. Financial Report for September 2015:

The North Central Regional Transit District (NCRTD) is currently reporting the third month of financial activity.

[No action was required on this item.]

I. Finance Subcommittee Report:

Councilor Pete Sheehey gave a brief report stating that the Finance Subcommittee discussed the Quarterly Investment Report that was also presented to the Board.

[No action was required on this item.]

J. Tribal Subcommittee Report:

No Report

***K.* Executive Report for October 2015 and Comments from the Executive Director:**

1) Executive Report
2) Performance Measures for September 2015
3) Ridership Report for September 2015

MATTERS FROM THE BOARD

MISCELLANEOUS

ADJOURN

The meeting was adjourned.

Mayor Barrone made a motion to adjourn the meeting. Commissioner Chavez seconded the motion and it passed by unanimous voice vote (9-0).

NEXT BOARD MEETING: December 4, 2015

If you are an individual with a disability who is in need of a reader, amplifier, qualified Sign Language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-629-4702 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.